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May 13, 2008

AGENDA ITEM 13

TO: MEMBERS OF THE BENEFITS AND PROGRAM ADMINISTRATION COMMITTEE

- I. SUBJECT:** Assistant Executive Officer Report
- II. PROGRAM:** Member and Benefit Services Branch
- III. RECOMMENDATION:** This is an information item
- IV. ANALYSIS:**

This report will be presented orally. The Benefits and Program Administration Assignment Matrix is attached. Additional topics, which the Committee wishes information on, will be added.

V. STRATEGIC PLAN:

This item is not a specific product of the Strategic Plan, but is part of Member and Benefit Services regular and ongoing workload.

VI. RESULTS/COSTS:

None.

Kathie Vaughn
Assistant Executive Officer
Member and Benefit Services Branch

Attachments